

For Office Use Only

Application #: _____ Date Fee Paid: _____
 Payment Amount: _____

Applicant Information

<input type="checkbox"/> Registered Owner(s)		<input type="checkbox"/> Representative of Owner(s)	
Name:			
Company:			
Address:			
City:	Province:	Postal Code:	
Phone Number:		Email:	

Subject Property

1/4:		Sec:		Twp:		Rge:	
Other Legal Description:							

Project Description

<input type="checkbox"/> Secondary Plan Application		<input type="checkbox"/> Concept Plan Application	
Development Type:	<input type="checkbox"/> Neighbourhood	<input type="checkbox"/> Industrial	<input type="checkbox"/> Commercial
	<input type="checkbox"/> Mixed-Use	<input type="checkbox"/> Corridor	<input type="checkbox"/> Other
Project Name:			
Plan Area (ha):		# of Landowners (existing):	
# of Residential Units (proposed):		Density (people/ ha proposed):	
Other Information:			

_____	_____
Date:	Applicant Name (printed)

Application Checklist			
Required	Exempt *	* Please contact the Planning Department before submitting application in order to identify process and application requirements	
<input type="checkbox"/>	<input type="checkbox"/>	A draft secondary plan or concept plan document that has been prepared in accordance with the City's requirements or guidelines	
<input type="checkbox"/>	<input type="checkbox"/>	Application fee (cheque payable to the City of Regina)	
<input type="checkbox"/>	<input type="checkbox"/>	City's Complete Neighbourhood Review tool demonstrating OCP conformity	
<input type="checkbox"/>	<input type="checkbox"/>	Letters of support from all landowners within plan area	
<input type="checkbox"/>	<input type="checkbox"/>	Property titles for all affected properties in the plan area	
<input type="checkbox"/>	<input type="checkbox"/>	Landownership map; corresponding list that includes contact information	
<input type="checkbox"/>	<input type="checkbox"/>	Proof that a charrette exercise has been undertaken and that the proposed plan is the result of a collaborative process	
<input type="checkbox"/>	<input type="checkbox"/>	Technical Studies	
<input type="checkbox"/>	<input type="checkbox"/>		A traffic impact assessment
<input type="checkbox"/>	<input type="checkbox"/>		A water servicing report
<input type="checkbox"/>	<input type="checkbox"/>		A wastewater servicing report
<input type="checkbox"/>	<input type="checkbox"/>		A stormwater management report
<input type="checkbox"/>	<input type="checkbox"/>		A geotechnical/ hydrological analysis
<input type="checkbox"/>	<input type="checkbox"/>		An environmental site assessment
<input type="checkbox"/>	<input type="checkbox"/>		A community needs assessment
<input type="checkbox"/>	<input type="checkbox"/>		A biophysical impact assessment
<input type="checkbox"/>	<input type="checkbox"/>		A historic resource impact assessment
<input type="checkbox"/>	<input type="checkbox"/>		A commercial market analysis
<input type="checkbox"/>	<input type="checkbox"/>		A fiscal impact assessment
<input type="checkbox"/>	<input type="checkbox"/>		A risk analysis (proximity to oil/ gas facilities; heavy industry; etc.)
<ul style="list-style-type: none"> ▪ Your application will be deemed incomplete and sent back to you in the event that any of the above required elements are missing from your submission ▪ The City, at its discretion, may waive any of the requirements or may require additional items ▪ The technical studies may be bundled together under one cover, but must be separate from secondary plan or concept plan document ▪ 5 hard copies of each required item must be submitted in addition to an electronic copy 			

<p>Submission By Mail: City of Regina PO Box 1790 Regina, SK, S4P 3C8</p>	<p>Submission By Delivery: City of Regina Planning Dept. 12th Floor, City Hall 2476 Victoria Avenue</p>	<p>Contact: 306.777.7551</p>
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